

JWC

Based on the HR, users
of the Rendezvous Room
must assume that they
are likely to encounter
non-Cleared outsiders.

Therefore, they must
consider their own Power
situation as well as
the Power and for
nature of visitors'
relationships to the
Agency -

[redacted] "guests"

Clearly qualify to use the
Rendezvous Room. On
the other hand, should
they be exposed to such

~~Visitors who may be using~~
the Room? Charlie and I
agree that the Room
would be a logical place
to take a "Contractor";
and, both [redacted] and
[redacted] are publicly
known as Agency Contractors.
However, we would be
wise not to overdo such
logic.

tex

Jef

Pls tell me

how



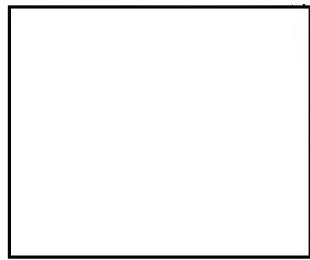
"guests" fit the
criteria

15 NOV 1971

11-12-71

JWC

I believe the attached
H/W answers the question
about visitors to
the Rendezvous Room.
An extra copy is
attached if you
want to send to
the DD/P.



SECRET EYES ONLY

Betty Wm 10

30 October 1970

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting with the Executive Director -Comptroller
on 28 October 1970

E-X-T-R-A-C-T

"8. The Rendezvous Room. Colonel White commented on the successful start of this new food facility and said that there had already been raised the question of having visitors. The level of activity in the "sit down" dining room had already dropped to the point where for some time visitors have not been prohibited. Those present should announce through their staffs that employees who should not be seen by outsiders be advised that visitors might be found in the Rendezvous Room. The possibility that requests would be made to use the Rendezvous Room for retirement parties makes it necessary that the implications of such use be explored immediately. Mr. Coffey was charged with this task."

E-X-T-R-A-C-T

DD/S:JWC:maq (16 Nov 71)

Distribution:

Orig - DD/S Subject w/background

s/Robert S. Wattles
Director of Personnel

SECRET EYES ONLY

ADMINISTRATIVE - INTERNAL USE ONLY

This Notice Expires 1 July 1972

PERSONNEL

12 November 1970

ST

USE OF THE RENDEZVOUS ROOM DINING FACILITY

1. The newly redecorated Rendezvous Room, located in Room 1-F-83 of the Headquarters Building, is now open. It provides a buffet luncheon type of service daily from 1130 hours to 1330 hours. It may be used by cleared, badged Agency employees and their guests, properly escorted "V" badged visitors, and employees of the Fairbanks Highway Research Station.
2. The Rendezvous Room is a dining room featuring a fixed price luncheon. A la carte service is not available in this facility, and all personnel using the Rendezvous Room will be charged the set price for the luncheon.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

JOHN W. COFFEY
Acting Deputy Director
for Support

DISTRIBUTION: ALL EMPLOYEES

Approved For Release 2003/04/29 : CIA-RDP84-00780R0039000600

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

UNCLASSIFIED CONFIDENTIAL SECRET

OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS		DATE	INITIALS
1	O/DDS -			
2				
1				
4				
5				
6				
ACTION	DIRECT REPLY	PREPARE REPLY		
APPROVAL	DISPATCH	RECOMMENDATION		
COMMENT	FILE	RETURN		
CONCURRENCE	INFORMATION	SIGNATURE		

Remarks:

Peggy:

This was mentioned at the Deputies Meeting
on 28 October. I return it for your disposition.



FOLD HERE TO RETURN TO SENDER		DATE
FROM: NAME, ADDRESS AND PHONE NO.		
O/ExDir		20 Nov 70
UNCLASSIFIED	CONFIDENTIAL	SECRET

Approved For Release 2003/04/29 : CIA-RDP84-00780R0039000600

TRANSMITTAL SLIP

DATE

TO: Executive Director-Comptroller

ROOM NO. | BUILDING

REMARKS:

Mentioned at Deputies
Meeting on 28 Oct 70.

FROM: Acting Deputy Director for Support

ROOM NO. | BUILDING | EXTENSION

FORM NO. 241
1 FEB 55REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

Executive Registry
70-5398

DD/S 70-4331

27 OCT 1961

MEMORANDUM FOR: Executive Director-Comptroller

Colonel White:

Per our conversation, it is suggested that you mention the "open" character of the Rendevous Room at the Deputies Meeting on 28 October. For your information, I learned after our discussion that in fact the sit-down dining room operated in toto as an "open" area during the last five months of its declining existence and this without any objections or protests being raised.

As a matter of interest, the Rendevous Room hosted 900 individuals during its first five-day week with the high day that week showing 204 customers. On Monday of this week there were 124 patrons and on Tuesday 138 patrons.

[Redacted]
John W. Coffey

ST

cc: Acting Director of Logistics
Chief, Logistics Services Division, OL
Director of Security

~~CONFIDENTIAL~~

Approved For Release 2003/04/29 : CIA-RDP84-00780R003900060006-0

27 DEC 1962

MEMORANDUM FOR: Director of Logistics

SUBJECT : Use of Cafeteria Facilities in the Headquarters Building

REFERENCE : Memo dtd 11 Dec 62 to DD/S fr A-D/Log, same subject

1. The proposal in reference memorandum for modifying present restrictions on use of cafeteria facilities has been discussed with the Chief, Operational Services, DD/P, the Deputy Chief, CI Staff, DD/P, and the Director of Security. All agree that any person who has been cleared and badged by the Agency should be permitted to use either cafeteria for any meal at his option. Visitors who are not cleared and badged should continue to be restricted to use of the North cafeteria. This goes somewhat beyond the referenced proposal but I believe it is a desirable step which will eliminate the cause of petty annoyance among the groups now restricted.

2. These changes can be implemented immediately by direct arrangement with the people concerned. I do not believe that a general announcement is necessary or desirable.

STA

L. K. White
Deputy Director
(Support)

cc: Director of Security
Special Support Assistant to the DD/S

GROUP 1
Excluded from automatic
downgrading and
declassification

~~CONFIDENTIAL~~

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Available
THROUGHOUT
FOLDER

6/24/98

D D / S P R E C I S T R Y
FILE *Bldg + M/10*

DD/S 70-4331

MEMORANDUM FOR: Executive Director-Comptroller**Colonel White:**

Per our conversation, it is suggested that you mention the "open" character of the Rendevous Room at the Deputies Meeting on 28 October. For your information, I learned after our discussion that in fact the sit-down dining room operated in toto as an "open" area during the last five months of its declining existence and this without any objections or protests being raised.

As a matter of interest, the Rendevous Room hosted 900 individuals during its first five-day week with the high day that week showing 204 customers. On Monday of this week there were 124 patrons and on Tuesday 138 patrons.

John W. Coffey

**cc: Acting Director of Logistics
Chief, Logistics Services Division, OL
Director of Security**

ADD/S:JWC/ms (27 Oct 70)

Distribution:

Orig - Adse
1 - ER
1 - DD/S Chrono
1 - DD/S Subject, w/Background (DD/S 70-3253, 70-1521)

pproved For Release 2003/04/29 : CIA-RDP84-00780R003900060006-0

27 Oct 70 - 5:32 p.m.

SUBJECT: Rendevous Room Attendance

per [redacted]

Monday - 26 October 70 -- 124

Tuesday - 27 October 70 -- 138



pproved For Release 2003/04/29 : CIA-RDP84-00780R003900060006-0

26 October 1970

Mr. Coffey:

This is all I can find on the
Rendezvous Room but there is not
mention of visitors.

I checked the Diary Notes also.

Miriam

DD/IS 70-3253

POLYGRAPHIC

FILE Bldg + Mr 10

31 JUL 1970

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Proposed Buffet Luncheon Service in the Rendezvous Room

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph 8.
2. Messrs. McCloskey and Ellingsley of GSI met with the Chief and Assistant Chief, Logistics Services Division, to discuss the daily losses incurred by GSI under the current operation of the Rendezvous Room. A GSI analysis covering the period of 6 July through 17 July reflects an average daily loss of \$47.14.
3. In lieu of its present operation, GSI is proposing to install its highly advertised buffet luncheon service in the Rendezvous Room to begin early in the fall of this year. Initially, this service would be installed on a 60-day trial basis. GSI has instituted their buffet service at HEW and at the Post Office, and we have been advised that both operations are highly successful. It is planned to install the same service in the Forrestal Building in the near future. The luncheon price for all patrons would be \$1.65 (including tax) with the privilege of returning to the buffet table as often as desired. Attached, for your information, is a group of typical menus as prepared by GSI covering a one-week period. Please note that food for the buffet will be especially prepared, and will not be furnished from the regular daily cafeteria fare.
4. GSI feels it can at least break even and possibly incur a small profit on the proposed buffet service, provided it experiences an average of 100 customers per day. The average patronage under the present system was 64 persons daily during the period mentioned in paragraph 2 above. GSI anticipates that the major savings under the buffet system will be realized through the utilization of fewer employees for food servicing.
5. This proposal was discussed with the cafeteria committee on 30 July. It was their opinion that GSI should be permitted to go forward on the 60-day trial basis with reassessment of the service and quality of the food to be made during this period.

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

SUBJECT: Proposed Buffet Luncheon Service in the Rendezvous Room

6. All necessary equipment including chafing dishes, warmers, and the like for serving the buffet will be provided by GSI. However, Mr. McCloskey has asked that we remove the part-height partition from the center of the Rendezvous Room to allow for a sufficient serving area as well as for proper circulation.

7. Should this proposed service prove successful, GSI has further requested that we consider upgrading the room. In this connection, [redacted] has already surveyed the area and will furnish design criteria in mid-August.

8. It is requested that approval be granted for GSI to institute a 60-day trial buffet service in the Rendezvous Room.



Acting Director of Logistics

Att

The recommendation contained in paragraph 8 is approved.

SIGNED R. L. Bannerman

04 AUG 1970

R. L. Bannerman
Deputy Director
for Support

Date

Distribution:

Orig. - OL/LSD
②- DD/S *[Signature]*
1 - OL Official

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

INFORMATION

MR. COFFEE

REGISTRY --Hold for return
from ExDir -Compt

DD/S REGISTRY
FILE *Bldg + M710*

MEMORANDUM FOR: Colonel White

Attached is a proposal to give the sit-down dining room a name. This has been endorsed by the Cafeteria Committee. I have some reservations about giving it a name but on the other hand any name would be better than the "sit-down dining room." The Rendezvous Room seems to me as good as any. Since this affects the entire Agency your approval is appropriate.

SIGNED R. L. Bannerman

R. L. Bannerman

22 APR 1970

DD/S:RLB:llc (22 Apr 70)

Distribution:

- O - Addressee w/O DD/S 70-1521
- K - DD/S Subject w/ccy DD/S 70-1521
- I - DD/S Chrono w/ccy DD/S 70-1521

DD/S 70-1521: Memo for DD/S frm D/L dtd 14 Apr 70 subj: Name for
"Sit Down" Dining Room

DB73 70-1521

14 APR 1970

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Name for "Sit Down" Dining Room

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph 5.

2. Attached is a sample menu proposed by GSI for the "Sit Down" Dining Room as part of an upgrading of service in this dining area starting on 20 April 1970. In addition to new kitchen equipment, which was installed during the past year, GSI is also dressing up the dining area with new salt and pepper shakers, sugar bowls, ash trays, bread baskets, and lazy susans with salad dressings, etc. It is their intention to consider using table linens as well, depending on their success in increasing patronage.

3. Records have reflected an average patronage of only 88 persons per day for quite some time, and it was hoped that improving the equipment, the appointments, and the menu would increase the patronage enough to make it worthwhile to continue to operate the service dining area.

4. In connection with the above, GSI suggested that we might want to consider giving the room a name; and this item, together with the sample menu, was passed to the Cafeteria Committee for suggestions. The Committee unanimously endorsed the menu and submitted the following names:

- a. The Rendezvous Room
- b. The Sportsman Room
- c. The Insider Room
- d. The Tallyho Room
- e. The Cloak and Dagger Room
- f. The Potomac Room
- g. The Dogwood Room
- h. The Cardinal Room
- i. The Magnolia Room

Of the above list, "The Rendezvous Room" was suggested as the most appropriate.

ADMINISTRATIVE -- INTERNAL USE ONLY

SUBJECT: Name for "Sit Down" Dining Room

5. This information is passed to you for review and approval. It is recommended that the "Sit Down" Dining Room be named the Rendezvous Room.



ST

for John F. Blake
Director of Logistics

The recommendation contained in paragraph 5 is approved.

2
6

R. L. Bannerman
Deputy Director
for Support

Date

Distribution:

Orig. - OL/LSD
2 - DDS Subj.
1 - OL Official